



Division of Public Health Services

*Office of the Assistant Director
Public Health Preparedness Services*

150 N. 18th Avenue, Suite 120
Phoenix, Arizona 85007
(602) 364-3630
(602) 364-3285 FAX
Internet: www.azdhs.gov

JANICE K. BREWER, GOVERNOR
WILL HUMBLE, DIRECTOR

Guidelines for Health Care Provider Certification as a Yellow Fever Vaccine Center

As of January 1, 2014

Introduction

Yellow Fever vaccine is required by International Health Regulations to be administered only in a Certified Yellow Fever Vaccination Center (YFVC). The Arizona Department of Health Services (ADHS), Arizona Immunization Program Office is the entity that certifies YFVCs in Arizona. ADHS reports their current YFVCs to the Centers for Disease Control and Prevention (CDC) who maintain a national registry of these centers <http://wwwn.cdc.gov/travel/yellow-fever-vaccination-clinics-search.aspx>

Requirements

In order for a physician, nurse practitioner, local health department, or clinic to be certified as a YFVC in Arizona, the health care provider or facility must:

- Apply to ADHS by writing a letter on the letterhead of the practice requesting to become a yellow fever vaccine center. Send the letter to: Arizona Immunization Program Office, Attention: Yellow Fever Coordinator, 150 N. 18th Ave., Suite 120, Phoenix AZ 85007-3233, or email it to yellow.fever.vaccine@azdhs.gov. ADHS will send the provider an application form.
- Have a supervising physician or nurse practitioner with training and experience in providing yellow fever vaccinations.
- Ensure that the yellow fever vaccine is prescribed by an Arizona-licensed physician or nurse practitioner.
- Ensure that the physicians, nurse practitioners or physician assistants involved the process of administering the yellow fever vaccine program be knowledgeable about the yellow fever vaccine and the appropriate protocols for patient screening, patient education, vaccine administration, and medical referral for evaluation of adverse events according to CDC yellow fever guidelines as set forth in:
 1. Yellow Fever Vaccine. *Morbidity and Mortality Weekly Report*, July 30, 2010 <http://www.cdc.gov/mmwr/pdf/rr/rr5907.pdf>
 2. The Yellow Fever chapter of the most recent *CDC Health Information for International Travel* (also known as the Yellow Book) at <http://wwwnc.cdc.gov/travel/yellowbook/2014/chapter-3-infectious-diseases-related-to-travel/yellow-fever>
- Ensure that the physicians, nurse practitioners or physician assistants are trained in proper completion of the International Certificate of Vaccination and Prophylaxis (ICVP) form according to the instructions in of the most recent *CDC Health Information for International Travel*. <http://wwwnc.cdc.gov/travel/yellowbook/2014/chapter-3-infectious-diseases-related-to-travel/yellow-fever>.

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- Physicians, nurse practitioners or physician assistants involved in yellow fever vaccine screening, administering, and patient education must take the online CDC Yellow Fever Vaccine Course at <http://www.cdc.gov/travel-training>.
- Providers who apply for certification or recertification will need to attest that they and their staff who are involved in the administration of the YFVC program have taken the CDC yellow fever vaccine training course, and will take it on at least an every two year basis as long as the provider is a certified yellow fever vaccine center.
- For patients with medical contraindications to the yellow fever vaccine, establish a protocol to provide the patient with a medical waiver letter from a physician or nurse practitioner according to the Medical Waiver (Exemptions) section of the CDC yellow fever guidelines of the most recent *CDC Health Information for International Travel*. <http://wwwnc.cdc.gov/travel/yellowbook/2014/chapter-3-infectious-diseases-related-to-travel/yellow-fever> . Health care providers who provide a medical waiver letter should also educate patients about ways to avoid mosquito bites.
- Before health care providers administer a yellow fever vaccine at a YFVC, they must provide the patient with the most recently updated copy of the CDC's Vaccine Information Statement (VIS) which can be found at <http://www.cdc.gov/vaccines/pubs/vis/default.htm>.
- Providers who administer yellow fever vaccine will need to have a Uniform Stamp as part of the process of correctly filling out the ICVP according to the instructions of the *CDC Health Information for International Travel* <http://wwwnc.cdc.gov/travel/yellowbook/2014/chapter-3-infectious-diseases-related-to-travel/yellow-fever>
- Providers may purchase ICVPs (form CDC 731 [formerly PHS 731]) from the US Government Printing Office (<http://bookstore.gpo.gov/collections/vaccination.jsp>, 866-512-1800). The stock number is 017-001-00567-3 for 25 copies and 017-001-00566-5 for 100 copies.
- ADHS does not furnish the Uniform Stamp to health care providers, but a provider can have a stamp made by a commercial vendor. The formatting specifications must conform to the World Health Organization (WHO) guidelines as described below.

Uniform Stamp Precautions

A certified YFVC is required to have a Uniform Stamp in the format specified by the WHO and the CDC and approved by ADHS. As the holder of a Uniform Stamp, health care providers need to be aware that:

- The physician or nurse practitioner to whom a Uniform Stamp is issued for validation of ICVPs for yellow fever vaccine should be fully knowledgeable concerning the procedures necessary for issuing a valid certificate. Instructions are included in the *CDC Health Information for International Travel* (the Yellow Book) which is published by the CDC. These instructions can be found at <http://wwwnc.cdc.gov/travel/yellowbook/2014/chapter-3-infectious-diseases-related-to-travel/yellow-fever> .

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- The Uniform Stamp should be kept in a safe place when not in use and must not be loaned. Loss or theft of a Uniform Stamp must be reported immediately to the ADHS Immunization Program Office at (602) 364-3630.
- The CDC Division of Quarantine may sample travelers' ICVP periodically at ports of entry. Improperly prepared certificates bearing the Uniform Stamp will be returned to the ADHS Immunization Program Office who will assess whether to continue the provider's certification as a YFVC.

Format of the Uniform Stamp

The size of the stamp face should **not exceed 5/8 inch by 1 ¼ inches** due to the limitation of space provided in the ICVP. The stamp should have four lines of information.

Line 1: OFFICIAL VACCINATION

Line 2: ARIZONA

Line 3: Unique Provider Identifier

Line 4: U.S.A.

Examples are provided below:

For Physicians: Use the physician's Arizona License Number

Line 1: OFFICIAL VACCINATION

Line 2: ARIZONA

Line 3: Arizona Medical License Number

Line 4: U.S.A.

For Nurse Practitioners:

Line 1: OFFICIAL VACCINATION

Line 2: ARIZONA

Line 3: Arizona Nursing License Number

Line 4: U.S.A.

For Private Clinics: Use the supervising physician's Arizona License Number

Line 1: OFFICIAL VACCINATION

Line 2: ARIZONA

Line 3: Arizona Medical License Number

Line 4: U.S.A.

For Local Health Departments (LHDs):

The identification code for LHDs would be the two digit Federal Information Processing Standard (FIPS) state numeric code for Arizona which is "04," followed by the three digit FIPS county code, followed by the five digit city code in which the immunization site is located. In other words: two digit State Code-three digit County Code- followed by a five digit City Code.

Line 1: OFFICIAL VACCINATION

Line 2: ARIZONA

Line 3: 04-XXX-YYYYY

Line 4: U.S.A.

LHDs can request ADHS to provide them with a list of county and city codes for the state of Arizona to determine their unique county and city identifier codes.

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Certification and Recertification

- Obtain a Uniform Stamp (described above).
- Submit to ADHS the application for certification and a copy of the imprint of the Uniform Stamp using your letterhead by mailing it to Yellow Fever Certification Coordinator, Arizona Immunization Program Office, 150 N. 18th Avenue, Suite 120, Phoenix, AZ 85007, by faxing it to (602) 364-3285, or by emailing it to yellow.fever.vaccine@azdhs.gov.
- As of January 1, 2014, providers who apply for certification or recertification will need to attest that they and the staff involved in administering the YFVC program have taken the CDC yellow fever vaccine training course, and will take it on at least an every two year basis as long as the provider is a certified YFVC.
- Once ADHS has received a completed application and a copy of the imprint of the health care provider's Uniform Stamp, ADHS will notify Sanofi Pasteur that the site is a certified YFVC, and the applicant will be able to order yellow fever vaccines from Sanofi Pasteur at 1-800-822-2463. ADHS will also inform CDC of the site's YFVC status, and the site will be placed on the CDC's registry of Certified Yellow Fever Vaccination Centers. <http://wwwnc.cdc.gov/travel/yellow-fever-vaccination-clinics/state/arizona.htm>
- A provider who is designated as a YFVC must renew their YFVC certification every two years at no cost by filling out a renewal application. Any YFVC that will no longer be administering yellow fever vaccine will be removed from CDC's registry of Certified Yellow Fever Vaccination Centers.
- ADHS will send a renewal reminder letter to the YFVC approximately one month before the renewal date. The renewal application should be filled out and mailed or faxed to: Yellow Fever Certification Coordinator, Arizona Immunization Program Office, 150 N. 18th Avenue, Suite 120, Phoenix, AZ 85007. Fax (602) 364-3285. Email: yellow.fever.vaccine@azdhs.gov

If you have any questions, please contact the Yellow Fever Vaccine Coordinator at the Arizona Immunization Program Office at 150 N. 18th Ave, #120, Phoenix AZ, 85007, telephone (602) 364-3630, Fax (602) 364-3285, Email: yellow.fever.vaccine@azdhs.gov.